

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS A  
AND DISTRICT COMMANDS, ATTN: CHIEFS, OF  
OPERATIONS DIVISIONS

SUBJECT: National Recreation Reservation Service Policy Update

1. Reference CECW-ON memorandum, Subject: National Recreation Reservation Service Review, dated 23 August 1999. The subject memorandum announced the 1999 fall review of policies and procedures for the National Recreation Reservation Service. Comments received are being evaluated currently by a review team. A summary report of this effort will be provided at a later date.

2. The subject memorandum requested comments on two specific areas of interest, a) accommodation of groups and b) per site/per unit charging. This memorandum provides policy regarding these two areas of interest.

3. The subject memorandum stated the following: *Accommodation of groups. The NRRS currently requires all sites to be designated as either "family" or "group". Groups must either reserve a group site or make reservations for four family sites at a time, to accommodate their groups. For 1999, at those lakes which previously permitted groups to camp together on adjacent family sites, we used an interim solution, allowing payment for individual sites upon arrival. Please advise if you used the interim solution in 1999 and how many sites were involved.*

Summary of comments: A single district reported using the interim solution in 1999. A number of projects, however, indicated they wished to sell sites within a group area to individual campers within the cut-off window, if the group area were not reserved in advance.

Resolution: Sites will continue to be designated as either "family" or "group". If you expect demand for group camping at family sites and wish to accommodate that demand, it is recommended you designate a camp loop as a group site. It is possible to set up your inventory to permit individual sites within the group camp to be rented within the cut-off window, if the group camp is not reserved. Contact Larry Bogue, Corps NRRS Inventory Team Leader, if you would like more information about this option.

4. The subject memorandum stated the following: *Per site/per unit charging. Corps policy states that fees are charged on a per site basis. A number of districts, however, have allowed multiple units on the same site in the past, charging fees from both (all) units. For 1999, we agreed to test the per unit charging practice to discover how many*

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*places were employing it and what the revenue impacts are. Please advise for how many campsites you charged per unit fees in 1999, and if possible, how much additional revenue was collected from the second (third, etc) units.*

Summary of comments. The charging of per unit fees was fairly broad based, with at least one district in every division charging for a second unit on a single site. The revenue collected, however, was relatively small. Not all projects provided additional revenue data, but an extrapolated estimate based upon reported revenue is about \$100K, which represents less than 1 per cent of total annual fee revenue.

Resolution: The existing, original policy will be retained. This policy has been in effect since at least July 1985, when Engineering Regulation (ER) 1130-2-404, Recreation Use Fees was published. Paragraph 5a(1) of this ER states, "A fee will be charged for single use unit campsites and group camp areas in accordance with criteria shown in Appendix A." The policy was restated in November 1996, when the ER's were consolidated. ER 1130-2-550, Chapter 9, Recreation Use Fees, paragraph 9-2 d (2) states, "Campground Use Fees. A fee shall be charged for single user unit campsites and group camp areas." Further, ER 1130-2-550, Chapter 9, paragraph 9-2 d (2)(d) states, "Using a comparison of all components necessary, the Project Manager shall determine the carrying capacity, either in numbers of persons or numbers of vehicles, for each campsite under his/her management."

Accordingly, fees at Corps operated camp areas will be charged on a per site, not a per unit or per family basis. A customer who pays to rent a campsite should have the exclusive use of that campsite for himself/herself and his/her party during the entire period of stay. Each site should be rented to a single user/party, which does not exceed the established carrying capacities for persons, vehicles or camping equipment. A user/party may consist of two (or more) families who wish to camp together on the same site. As long as the site carrying capacity is not exceeded, these two (or more) families may camp on the same site; however, a single fee, which has been established as appropriate for the site, will be collected. An extra vehicle fee may be charged, if the vehicle carrying capacity of the site is reached and parking space is available elsewhere in the park. This would be recorded as a Point of Sale item in Park Office.

5. Point of contact in CECW-ON for this issue is Judy Rice, (202) 761-1795.

FOR THE COMMANDER:

/S/

Charles M. Hess  
Chief, Operations Division  
Office of Deputy Commanding General  
for Civil Works

